



Oregon Home Care Commission (OHCC) Meeting Minutes

February 7, 2013

Members: Scott Bond, Patricia Brost, Mark King, Joseph Lowe, Lyla Swafford (via phone)

Members Excused: Roxie Mayfield, Angela Munkers

Others: Jereme Grzybowski, Mike McCormick, Roxie Tolva, Bob Weir

Staff: William Douglas, Yvonne Fleming, Leslie Houston, Suzanne Huffman, Roxanne McAnally, Ron McGhee, Cheryl Miller, Kelly Rosenau, Lindsay Terrett

Meeting Called to Order

The meeting was called to order at 10:10 a.m. by Chair Joseph Lowe.

Introductions

Introductions were made by all in attendance.

Adoption of Agenda

The agenda was presented. **Motion** was made by Patty Brost to accept the agenda as presented. **Seconded** by Mark King. **Motion carried.**

Approval of Minutes

The meeting minutes of January 3 were reviewed. **Motion** was made by Mark King to accept the minutes as written. **Seconded** by Patty Brost. **Motion carried.**

Announcements

Mark King said that Commissioner Roxie Mayfield is improving and will be in the rehabilitation center for approximately two more weeks and will probably not be at a Commission meeting for a couple of months. Mark has Roxie's phone number if anyone would like to check in with her.

Cheryl Miller introduced a new employee, Ann Melendy, Safety Specialist who will assist Kelly Rosenau in processing HCW/PSW injury claims.

Public Testimony

Mike Volpe spoke about the monies saved due to Long-Term Care 3.0 and the State Plan K Option; monies saved could be used for seniors and peoples with disabilities.

Budget Update

Stephen Blair, Fiscal Analyst, APD, reported on the Oregon Home Care Commission's budget for the July 2011 – June 2013 biennium.

Governor's Recommended Budget Review

Mike McCormick reviewed the Governor's Recommended Budget for the 2013-2015 biennium. The savings projected in the budget for DHS Aging and People with Disabilities include:

- ▼ approximately \$63M through the State Plan K Option;
- ▼ approximately \$18M through the nursing facility provider tax reauthorization and capacity reduction concept; and
- ▼ approximately \$19M in nursing facility caseload.

These savings in state general fund will be realized without any real impact on providers or consumers.

The Governor's budget is also designed to increase the access and quality of services that seniors and people with disabilities receive by proposing the following:

- ▼ Increase Certified Nursing Assistants' hours per resident day from 2.31 to 2.46 (\$675K).
- ▼ Increase funding for home and community based care providers by 2.5% on 10/01/13 and 01/01/15 (\$91M).
- ▼ Enhance options counseling services available to Oregonians through the Aging and Disability Resource Connection program (\$1.8M).
- ▼ Increase the ability to serve individuals with severe and persistent mental illness (\$7.3M).
- ▼ Increase the ability to serve complex individuals in community settings (\$1.9M).
- ▼ Create a fund dedicated to piloting concepts that increase quality and reduce costs in the long-term care system (\$3.2M).
- ▼ Increase staffing for eligibility workers and adult protective services workers (\$2.5M).
- ▼ Replace aging assessment, service planning, and case management system (\$3M).

Mike McCormick stated that the Department would appreciate the Commission's support of the Governor's Recommended Budget during the 2013 Legislative Session. Joseph Lowe asked for a motion to support the Governor's budget. After much discussion, **motion** was made by Patty Brost to support the Governor's Recommended Budget. **Seconded** by Mark King. **Motion carried.**

Mike McCormick stated that he thinks that the most effective way to support the Governor's Recommended Budget is to issue a letter of support to the Ways and Means' leadership and make a commitment to provide public testimony after the Department presents at Ways and Means.

Long-Term Care (LTC) 3.0 and Coordinated Care Organizations (CCOs) Update

Bob Weir, Manager, Advocacy and Development Unit, APD, circulated an invitation from Erin Kelley-Siel, Director, Department of Human Services, asking for approximately 20 stakeholders representing both long-term care and health care systems to volunteer to participate in a study to “conduct an exploratory stakeholder process that would result in a report to CMS regarding the integration of DHS Medicaid-funded LTC for the aged or people with disabilities into CCO global budgets.” For anyone interested in participating, a response to the questions in the invitation is due to Bob Weir by February 19.

Bob reviewed a draft of “A Bill for an Act” relating to the development of a long-term care plan in Oregon and charts identifying where people with Service Priority Levels 1-3 and 4-13 receive their care in Oregon. The next step in Long-Term Care 3.0 will be a legislative hearing.

Bob also presented an update on the activities of the CCOs.

Oregon Homecare Insurance Program (OHIP) Worker Benefit Report

Jorja Brown, OHIP Program Lead, OHIP, presented homecare worker benefit reports showing:

- ▼ Health insurance premium paid for employees (HCWs), dependents, and COBRA totaled \$3,053,597.66 in December 2012.
- ▼ Health insurance premium paid for employees (HCWs), dependents, and COBRA totaled \$3,011,359.34 in January 2013.
- ▼ January 2013 medical and dental insurance plan enrollment:

	<i>Employee</i>	<i>Dependents</i>	<i>COBRA</i>
<i>Medical</i>	<i>4,070</i>	<i>90</i>	<i>5</i>
<i>Dental</i>	<i>4,108</i>	<i>91</i>	<i>8</i>

- ▼ Benefit packets were mailed to 339 newly eligible HCWs in January, resulting in 137 new enrollees.
- ▼ OHIP’s invoice to the Department of Human Services for January 2013 for health benefit premiums totaled \$2,942,506.82.

Workers' Compensation Update

Kelly Rosenau, Workers' Compensation Coordinator, reported:

- ▼ Workers' Compensation Report for Homecare Workers (HCWs), December 2012:
 - 15 injury claims were submitted to SAIF.
 - Average age of injured worker was 47.
 - 26% of the injured workers had taken safety training.
 - 61% of the injured workers were covered with health insurance.
 - The leading causes of injuries were *strain/injury by lifting* (four) and *slips/trips/falls* (four).
 - The most injured body part was the *back* (five).

Kelley reviewed several claims.

- ▼ Workers' Compensation Report for Personal Support Workers (PSWs), December 2012:
 - Four injury claims were submitted to SAIF.
 - Average age of injured worker was 37.
 - 25% of the injured workers were covered with health insurance.
 - Causes of injuries were *struck or injured by object* (one), *slips/trips/falls* (one), *strain/injury by twisting* (one), and *cut/puncture by power or hand tool* (one).
 - Body parts injured were the *back* (one), *thumb* (one), *foot* (one), and *ankle* (one).

Developmental Disabilities/Mental Health (DD/MH) Committee Update

Margaret Theisen, Chair, DD/MH Committee, reported on the January 23 committee meeting.

- ▼ Discussion was held regarding outreach and making sure that connections are being made to provide the appropriate support to the PSW community and outreach for self-advocates.
- ▼ Lindsay Terrett continues to meet with the Community Development Disabilities Program Managers' group and the Brokerage Director' group.
- ▼ Ron McGhee provided an update on Registry outreach and has been engaging community partners and constituent groups to make sure that there is an opportunity for participation in the development of the Registry for PSWs.
- ▼ Discussion was held on overall community outreach.
- ▼ Discussed NetLink trainings for the Collective Bargaining Agreement.
- ▼ Discussed lack of self-advocate participation at committee meetings and discussed ways to improve that.

Developmental Disabilities/Mental Health (DD/MH) Coordinator Update

Lindsay Terrett, Coordinator, DD/MH Committee, reported:

- ▼ Lindsay is working with Ron McGhee on getting user groups finalized for the Registry and is waiting on the Union, CDDPs, and Brokerages to send in the names of their representatives for the groups.
- ▼ Lindsay is collecting names of individuals/groups that are interested in testing the Registry and providing feedback as it is developed.
- ▼ Lindsay and Ron McGhee met with Noel Suarez to get a better understanding of the needs of the PC20 and AMH groups for the Registry. Noel has given them the names of local Marion County Case Managers who they have contacted and are waiting for a time to meet with them to discuss the requirements needed for the Registry.
- ▼ Lindsay has been in contact with the Oregon Self-Advocate Coalition about getting more self advocate/consumer involvement on the DD/MH Committee. Cheryl Miller and Lindsay will be meeting with them next week.
- ▼ Lindsay has been attending the Personal Support Worker Committee meetings and will be attending and taking part in the CDDP's Service and Support Fair.
- ▼ Attended the NetLink training for the Collective Bargaining Agreement.
- ▼ Will be checking with consumers on the DD/MH Committee to help them understand their role and will be checking for attendance prior to the meetings.

Homecare Worker (HCW) Training Committee Update

Leslie Houston, Training Manager, gave a Quarterly Training Summary Report, October 1 – December 31, 2012, showing:

- ▼ 178 training classes were held.
- ▼ Total attendance for the quarter – 1,753.
- ▼ Average quarter attendance per class – 9.

Leslie stated that class attendance is down this quarter as compared to other quarters. However, 69 classes were held in January, and the attendance increased about 20 percent, probably due to the new class being held on diversity training.

Leslie reported that recruitment for six teams (ten HCWs per team) for the COMPASS (Community of Practice and Safety Support) pilot project is going very slow. Only 25 volunteers out of a needed 160 have registered to participate. The project promoters are frantically trying to find additional participants who will be paid to attend the meetings (once a month for six months) and will be given free

health assessments.

Leslie reported that recruitment for the Preventing Violence Against Caregivers (PVAC) training is going very slow. The original goal was to train 450 people; however, that goal has been lowered to 360. To date, 44 people have been trained. The grant funding for the project ends in August.

Registry and Referral System Update

Ron McGhee, Registry Coordinator, reported:

- ▼ The Commission has submitted a request to hire temporary contractors to build the new Registry.
- ▼ The Commission is waiting on final quotes from the State Data Center and DHS as to what the actuals will be.
- ▼ The first prototype Registry system should be done the first week of April for PSW and HCWs. Testing and feedback will begin at that time.

STEPS Update

Suzanne Huffman, STEPS Coordinator, gave the following STEPS statistical report for December 2012:

- ▼ 24 planning interviews were held.
- ▼ 55 participants received STEPS services.
- ▼ 81.50 hours of STEPS services were received.

STEPS narrative reports for November and December 2012 were distributed as well as a letter from a consumer thanking Sally Cumberworth, STEPS Specialist, for assisting her through the STEPS program, thanking the Oregon Home Care Commission for administering the program, and being appreciative of the information and help that she has received which has enabled her to become a better employer for and communicator with her HCW.

Minutes of the STEPS Directors/Specialists December 18, 2012, and January 15, 2013, meetings were distributed.

Personal Support Worker (PSW) Training Committee Update

William Douglas, PSW Training Coordinator, reported on his January activities:

- ▼ Discussed safety curriculum and Workers' Compensation issues with Kelly Rosenau.
- ▼ Attended a staff meeting with Debra Burke and learned more about Child-In-home Intensive Services/Medically Fragile Children.
- ▼ Attended a Marion County CDDP meeting and presented an overview of the PSW training program.
- ▼ Held a PSW Training Committee meeting and is working on development of the PSW training program.
- ▼ Met with Shawn Clark, AMH/OHA, to discuss specific needs of AMH's

PSWs and other individuals.

- ▼ Attended an OregonConnect iLinc training.
- ▼ Met with Mike Parr, Office of Developmental Disability Services (ODDS), to discuss and plan a professional training program for PSWs.
- ▼ Attended a Peer Support Meeting, Oregon State Hospital, to learn more about AMH's PSWs, their issues, plans, needs, etc.

Community Health Worker/Personal Health Navigator Update

Roxanne McAnally, Community Health Worker Coordinator, reported:

- ▼ A second announcement was placed in the Training Newsletter for active HCWs who have earned the Professional Development Recognition award and who are interested in taking an 80-hour certification course to become a Community Health Worker and/or Personal Health Navigator. Of the 382 HCWs awarded the recognition since its inception, 130 indicated interest in the certification course. Other active workers who have not yet earned the recognition award have also indicated an interest in the certification course. Roxanne will place an article in the upcoming Newsletter outlining the characteristics needed for success as a Community Health Worker/Personal Health Navigator to help HCWs self-select themselves for the course.
- ▼ Roxanne attended a Community Health Worker partnership meeting with Portland State University, Portland Community College, Oregon Community Health Worker Association (ORCHWA), Community Capacitation Center, Latino Health Coalition, and Work Source to discuss pursuing college credit at an affordable cost for those completing the 80-hour certification course.
- ▼ Oregon has 15 Coordinated Care Organizations and over 300 Patient-Centered Primary Care Home (PCPCH) clinics. The Commission will be extending its outreach for care organizations to hire Community Health Workers to the PCPCHs individually in hopes of discovering more employment opportunities for our HCWs accredited as a Community Health Worker or Patient Health Navigator.
- ▼ Roxanne attended three webinars: 1) Patient-Center Primary Care Home program, 2) Community Health Worker Curriculum, and 3) FINITY on Health Metrics and Behavior Modification.
- ▼ Attended DHS legislative and O4AD advocacy trainings.
- ▼ OHCC is moving forward with licensing Multnomah County's Community Capacitation Center's CHW curriculum.
- ▼ Roxanne attended ORCHWA's quarterly meeting. Roxanne set up a table at the meeting, spoke briefly, and met with CHWs from around the state.
- ▼ The Oregon Nurse's Association is writing a position paper on how they will express support for CHWs.

- ▼ Met with SEIU about a program called the Enhanced Homecare Worker.

Community Advisory Council (CAC)/Coordinated Care Organization (CCO) Update

Scott Bond and Joseph Lowe gave reports on area CCO meetings that they attended. Patty Brost updated the Commissioners on the Governor's Commission on Senior Services' activities.

Legislative Update

Cheryl Miller said that she has assigned Roxanne McAnally, Suzanne Huffman, and Kelly Rosenau to work with her on reviewing legislative bills. Cheryl would like to form a group of Commissioners that will meet regularly to discuss the bills either in person or by teleconference. Roxanne McAnally prepared a summary of the bills that the Commission is following; each person spoke briefly on their respective bill(s).

- ▼ Roxanne discussed HB 2358 which requires state agencies to use the federal E-Verify employment verification system to verify employment eligibility of job applicants.
- ▼ Cheryl Miller discussed HB 2672 which relates to the employment of domestic workers.
- ▼ Kelly Rosenau discussed HB 2681 which establishes that injuries or conditions arising from Workers' Compensation claims resolved by disputed claim settlements are not compensable injuries.
- ▼ Cheryl Miller discussed SB 1 which requires the employer to provide paid or unpaid time off for Veterans Day to employees who are veterans.
- ▼ Suzanne Huffman spoke on SB 21 which allows DHS/APD to develop long-term care.
- ▼ Roxanne McAnally discussed SB 184 which allows for a notice of garnishment to be served by first class mail or, in certain circumstances, by other methods.
- ▼ Cheryl Miller discussed SB 300 that provides certain persons appointed by the Governor and certain persons appointed to positions in the Executive Department to serve at the pleasure of the Governor. This bill states that DD/MH Committee members serve at the pleasure of the Governor and the Commission.
- ▼ Cheryl Miller discussed HB 2448 which requires issues that are subject to collective bargaining during the term of the collective bargaining agreement and issues that are not resolved through negotiation or mediation, to be resolved through binding arbitration.

Cheryl Miller asked the Commissioners if they would like the staff to continue

presenting a legislative report to them at the Commission meetings and asked if there are other bills that they would like the staff to follow, to let Cheryl know.

Cheryl Miller said that she is also reviewing HB 2770 which prohibits the use of public funds to pay any HCW who has a specified criminal history.

Cheryl asked if any Commissioners would like to participate on a Legislative Committee. Those responding were Joseph Lowe, Mark King, and Lyla Swafford. Joseph Lowe asked if anyone else would like to be involved with the Commissioners on this Committee. Mike Volpe, former Commissioner in the audience, stated that he would like to be involved. Cheryl Miller will arrange a teleconference for the Committee to discuss legislative issues.

Scott Bond mentioned that APD weekly conference calls will be starting up soon and that Commissioners may want to be involved in those. Roxanne McAnally listed information for these calls on her legislative update sheet: APD and DD are holding weekly legislative conference calls throughout the 2013 legislative session. The weekly calls alternate between DD and APD and are held each Wednesday from 12:00 noon to 1:00 pm. The call-in toll-free number is 1-888-204-5984 and the participant code is 9874695. For a more detailed schedule, check out <http://www.oregon.gov/dhs/aboutdhs/Pages/legactivity/index.aspx>.

Cheryl Miller briefly discussed the State Plan for Alzheimer's Disease and Related Dementias in Oregon and asked the Commissioners if they would like to support the plan. Commissioners were sent the material earlier by email for review. **Motion** was made by Patty Brost to send a letter of support for the State Plan for Alzheimer's Disease and Related Dementias in Oregon. **Seconded** by Lyla Swafford. **Motion carried.**

Executive Director's Report

Cheryl Miller, Executive Director, reported on her activities for January:

- ▼ Cheryl attended several DD NetLink training sessions.
- ▼ Met with the Labor/Management Committee to discuss the Taft-Hartley-like trust for HCWs.
- ▼ Attended APD Management Team meeting.
- ▼ Participated in DD Director interviews.
- ▼ Ron McGhee and Cheryl met with Mike Maley and Corrisa Neufeldt regarding the Registry expansion.
- ▼ Attended the first Collective Bargaining meeting to discuss ground rules, meeting dates, etc.
- ▼ Roxanne McAnally and Cheryl met with other stakeholders regarding CHWs.
- ▼ Attended a DD Brokerage Directors' meeting.

- ▼ Met with Becky Capoferri and Suzanne Huffman to discuss HCW grievances as Suzanne will be assisting Cheryl with the grievances.
- ▼ Held several NetLink Collective Bargaining Agreement trainings for the DD Service Delivery System.
- ▼ Several Commission staff members attended the Marion Developmental Disability Services meeting and gave overviews of the Commission's programs.
- ▼ Roxanne McAnally and Cheryl met with Jean Yamamoto regarding CHWs and Enhanced HCWs
- ▼ Attended HCW/PSW Collective Bargaining Planning meetings.
- ▼ Attended the PSW Training Committee meeting.
- ▼ Roxanne McAnally and Cheryl attended a meeting to discuss contracting with the Community Capacitation Center for the CHW training curriculum.
- ▼ Participated in an OHIP PSW Health Plan Workgroup meeting.
- ▼ Facilitated the HCW Issues meeting.
- ▼ Participated in a teleconference with Joseph Lowe.
- ▼ Participated in a one-on-one meeting with Mike McCormick.
- ▼ Attended an OHIP meeting to discuss the transition process.
- ▼ Attended a meeting to discuss Brokerage contracts and dues requirements.

Meeting Adjournment

The meeting adjourned at 3:06 pm. The next Commission meeting will be held on March 7, 2013, 10:00 a.m., at 676 Church Street NE, Salem, Oregon.

Attachments:

- Agenda, February 7, 2013
- Oregon Home Care Commission Meeting Minutes, January 3, 2013
- July 2011 – June 2013 Home Care Commission Budget to Actual Report
- Letter to the Oregon Home Care Commissioners from Michael McCormick, Deputy Director, Aging and People with Disabilities, dated February 7, 2013
- Copy of email from Erinn Kelley-Siel to Long-Term Care Stakeholders regarding a study to “conduct an exploratory stakeholder process that would result in a report to CMS regarding the integration of DHS Medicaid-funded LTC for the aged or people with disabilities into CCO global budgets,” no date
- A draft of “A Bill for an Act” relating to Long-term Care, no date
- December 2012 Data Snapshot of Long-Term Care 3.0
- Workers' Compensation Report, Homecare Workers, Claim Reporting Period: 12/01/2012 – 12/31/2012
- Workers' Compensation Report, Personal Support Workers, Claim Reporting Period: 12/01/2012 – 12/31/2012

- Quarterly Training Summary Report, Quarter: 10/01/12 – 12/31/12
- OHIP Insurance Premium Summary, December 2012 – January 2013
- OHIP Monthly Status Report, January 2013
- Monthly Customer Service Report, January 2013
- OHIP Invoice to Department of Human Services, January 10, 2013
- Registry and Referral System Customer Service Contacts, October – September 2013
- STEPS Statistical Report, December 2012
- STEPS Report for November 2012
- STEPS Report for December 2012
- Letter of appreciation for the STEPS program from a consumer dated December 25, 2012
- STEPS Directors/Specialists Meeting Minutes, December 18, 2012
- STEPS Directors/Specialists Meeting Minutes, January 15, 2013
- Personal Support Worker Training Program Report, January 2013
- Letter of support for the State Plan for Alzheimer's Disease and Related Dementias in Oregon, no date
- Review of House and Senate Bills by Roxanne McAnally, February 5, 2013